

**City of Lewisburg
City of Lewisburg Police Department
Municipal Court Room
119 Preston Boulevard**

Lewisburg, West Virginia 24901

**Finance Committee Meeting Minutes
August 13, 2019**

Present: Finance Committee Chairman Mark Etten, Mayor Beverly White, Edward Johns, Sarah Elkins, Heather Blake, Treasurer Susan Honaker; Arron Seams, City Administrator Jacy Faulkner, Assistant City Administrator Misty Hill, Police Chief Chris Teubert, Deputy Police Chief Jeff Vance; Fire Chief Joseph Thomas, Public Works Director Roger Pence, Zoning Officer Gary Ford, Finance Assistant, Susan Nutter.

Visitors: Sara Crickenberger, President and CEO of Carnegie Hall, LLC

Call To Order:

Chairman Etten called the August 13, 2019, Finance Committee meeting to order at 7:00 pm.

Arts & Humanities Funding Request – Carnegie Hall, Inc.:

Sara Crickenberger presented a funding request in the amount of \$7,000 for outdoor lighting improvements and marketing and promotional expenses from Arts & Humanities Funding Program. Discussion ensued.

Member Johns made a motion to recommend to City Council to approve the amount of \$7,000 to be awarded to Carnegie Hall, Inc. as requested. Member Blake seconded the motion. With all in favor the motion carried.

Police Department – Tasers Purchase:

Chief Teubert presented the following three Option plans to upgrade Tasers for the police force:

Option 1: Taser 7 Program – The Taser 7 is a 2 shot device and is the newest of the Taser technology. It is more effective than any of the previous Taser models. This program is only offered on a 5 year payment program that is all inclusive. The program includes many new features that will make it easier for the police department to maintain accurate records, and no hidden cost. It will include a new Taser 7 CEW's, holsters, PPM (batteries), unlimited number of Taser cartridges, conductive training targets, a "simulation suite" for live scenario training, charging/uploading dock station for the PPM's, training/certification plan for all officers, oculus (virtual reality) training equipment, and online training content. The plan also includes an extended warranty of 5 years instead of the standard 1 year, meaning any repairs or replacement of the device for the life of the 5 year program is at no cost to the police department. The Taser 7 also has the ability to be effective up to 35' which provided more officer safety than the current effective range of 25' offered by the X2. The total cost of the

Taser 7 program is \$7,539.96 the first year with the trade in of our current weapons, and \$8,640 per year for the remaining 4 years with a total 5 year cost of \$42,099.96.

Option 2: X2 Taser 60 Plan – The Taser X2 is a 2 shot device that our department has 4 of in service currently. The X2 technology is several years old but is next in line behind the Taser 7. The Taser 60 plan is a 5 year payment plan that is all inclusive. The plan includes all new Taser X2 CEW'S, holsters, PPM (batteries), unlimited number of Taser duty cartridges, and an extended warranty for the life of the 5 year plan. The total cost of the Taser 60 plan is \$6,120 per year for 5 years with a total 5 year cost of \$30,600.

Option 3: X2 Outright Purchase – The outright purchase plan is only applicable to the Taser X2, you can't purchase the Taser 7 as an outright purchase. The outright purchase of 12 new Taser X2 CEW's, holsters, 4 year warranty, 12 PPM's (batteries), and 48 Taser cartridges (24 for duty carry and 24 for certification) is the minimum required to put the new Taser CEW's in service. The purchase price for this would be at an additional cost of approximately \$1,100 - \$1,500 per year depending on the number of duty deployments, new hire certifications, etc. giving a total expected 5 year cost of \$27,116 - \$28,716.

Discussion ensued with Chief Teubert and Deputy Chief Vance providing detailed information about the different types and effectiveness of the Tasers. Member Seams stated that he appreciated the detailed information presented as he is not a member of the Public Safety Committee.

Member Johns made a motion to recommend to City Council to approve Option 1-Taser 7 Program to purchase Tasers for the police force as presented, on the condition that the description of the effect on victims when used be more specific. Member Seams seconded the motion. With all in favor the motion carried.

Fire Department – Single Layer Bunker Gear Purchase:

Chief Thomas presented a request to purchase single layer bunker gear for the fire department members in order to provide a more comfortable response suit for non-fire emergencies. The purchase of single layer bunker gear would provide a usage savings on the more expensive complete fire-fighting gear currently required. Discussion ensued with Chief Thomas explaining that the fire department is required to purchase gear from their current vendor.

Member Blake made a motion to recommend to City Council to approve the purchase of nine single layer bunker gear sets as presented in the amount of \$7,877.83. Member Johns seconded the motion. With all in favor the motion carried.

Write Off of Delinquent Accounts:

Treasurer Honaker presented the need to write off delinquent utility accounts in order to clean up the receivables account ledger.

Member Johns made a motion to recommend to City Council to approve the write off delinquent accounts as presented. Member Elkins seconded the motion. With all in favor the motion carried.

Salary Adjustment for Certifications:

Assistant City Administrator Hill presented the following salary adjustments for certification of completing requirements to maintenance the fountain located at our green space.

Ryan Bostic	pay increase of \$.50/hr. from \$13.80 to \$14.30/hr.
Travis Howard	pay increase of \$.50/hr. from \$12.10 to \$12.60/hr.

Discussion ensued with Mrs. Hill explaining that the adjustments would continue as long as the certification remains valid for each respective employee.

Member Elkins made a motion to recommend to City Council to approve the salary adjustments for an increase of \$.50 per hour for Ryan Bostic and Travis Howard for the fountain maintenance certification, specifying the salary adjustment will continue as long as the certifications remain valid. Member Johns seconded the motion. With all in favor the motion carried.

Cost of Living Increase with Adjustment to Pay Scale:

Assistant City Administrator Hill presented the following cost of living increase proposals:

\$.50 per hour	Total payroll expense of \$78,309.99
\$.60 per hour	Total payroll expense of \$93,971.99
\$.70 per hour	Total payroll expense of \$109,633.99

Discussion ensued with Mrs. Hill presenting detailed information regarding the need to get the city pay scale up to competitive amounts.

Member Elkins made a motion to recommend to City Council to approve the \$.70 per hour cost of living increase with adjustment to pay scale. Member Johns seconded the motion. With all in favor the motion carried.

Communication of Members:

Chairman Etten asked of Director Pence to explain the hardship of hiring new employees due to the current pay scale. Director Pence presented the competitive salaries of surrounding cities and the incentive possibilities for advancement of current employees.

Member Johns suggested that items regarding public safety issues be presented at public safety committee meetings.

Approval of Minutes:

June 11, 2019

Member Blake made a motion to approve the June 11, 2019 minutes as presented. Member Seams seconded the motion. With all in favor the motion carried.

Adjournment:

Member Johns made the motion to adjourn the meeting. Member Blake seconded the motion. With all in favor the meeting was adjourned at 8:40 pm.

Respectfully Submitted,
Susan Nutter

